

South Carolina Technical Assistance System

Technical Assistance Provider Certification

Application Checklist

You must submit the following information. Failure to complete the application entirely will result in a delay of the certification process.

- ☐ **Application**
- ☐ **Copy of diploma, degree, or transcripts**
- ☐ **Documentation (transcripts) of coursework in Early Childhood Education**
- ☐ **Copy of professional resume or curriculum vita**
- ☐ **Two professional letters of recommendation**
- ☐ **Copy of documentation of specialized content area training, if applicable**



Return the Application to:

Center for Child Care Career Development
Technical Assistance Provider Certification
P.O. Box 5616
Greenville, SC 29606-5616
Phone: (864) 250-8581
Toll Free: (866) 845-1555

For Office Use Only:

Date Received: _____ Date Certified: _____ Certification Level: _____
Specializations: _____

☐ Mr. ☐ Ms. ☐ Mrs. ☐ Dr.

Name: _____

Mailing Address: _____

Physical Address: (For packages) _____

Telephone Numbers: _____
(Business) (Home/Cell) (Fax)

Employer: _____

Job Title: _____ E-mail Address: _____

Do you offer technical assistance as a part of your current job? ☐ Yes ☐ No

Where do you expect to provide technical assistance? _____

What is the goal of your technical assistance? _____

Are you willing to provide technical assistance to any child care program desiring to contract with you?

Will you offer technical assistance in a second language? _____ If so, which language _____

Are you interested in attending additional course work in early childhood education/child development? _____

Are you interested in attending training to enhance your skills as a technical assistance provider? _____

Which **specialization** trainings (from the list on page 3) are you interested in attending?

What would hinder your ability/willingness to attend additional training/coursework? (Check all that apply)

____ Tuition/Fees	____ Family Responsibilities	____ Work Responsibilities
____ Time of Day	____ Distance	Other _____

Applicants must provide documentation for the following:

1. Educational Background

a.) *Attach documentation from awarding institution (copy of diploma, degree, or transcript). A minimum of an Associate in Arts/Sciences Degree in Early Care & Education is required. Check all that apply:*

- ☐ Associate in Arts/Sciences with major in Early Care and Education from _____
- ☐ B.A./B.S. from _____ MAJOR _____
- ☐ M.A./M.Ed./M.S. from _____ MAJOR _____
- ☐ Ph.D./Ed.D./Ed.S. from _____ MAJOR _____

b.) *If Bachelor, Master, or Doctorate degree is not in Early Childhood Education/Child Development, attach a grade report or transcript showing successful completion of at least one of the following academic credit courses for provisional certification. Applicants will be expected to take additional early childhood coursework to maintain certification.*

- o Technical Assistance for Developmentally Appropriate Programming for Preschoolers (EDUC R632J)
- o Socialization and Group Care of Infants and Toddlers (USC EDEC 810, USC EDUC 632H PD, or State Technical College ECD 205)
- o Introduction to Early Childhood (State Technical College ECD101)
- o Curriculum Issues in Infant and Toddler Development (State Technical College ECD 200)
- o Current Trends and Issues in Early Childhood Education (USC EDEC 811)

2. Experience with Children*

Professional early childhood experience is required. Please submit a current resume or curriculum vita showing experience with young children. *This experience requirement will take effect for all applicants after September 1, 2006.

3. Letters of Reference

Enclose two letters of recommendation to confirm your technical assistance skills and experience. The letters should be sealed with the writer's signature across the seal.

For specialization in content areas, please attach documentation for the following:

- | | |
|--|---|
| o Creative Curriculum (9 days/35 clock hours by Creative Curriculum certified instructor) | o NAEYC Accredited Center Director (director at the time a center successfully went through the accreditation process) |
| o High/Scope (20 days/140 clock hours by a certified High/Scope trainer) | o Program Administration Scale (3 day training by instructors certified by PAS staff) |
| o Montessori (250 hours seat time by MEPI, AMS, AMI, MIA instructor or 4 Montessori courses from Lander University) | o Program for Infant Toddler Caregivers (certification by PITC in Modules I, II, III, IV or V) |
| o Project Approach (3 academic hours college course, 3 day training with University of Chicago/Missouri instructor, or 3 day training in Reggio, Italy) | o Infant Toddler Environment Rating Scale® (3 or 5 day training by Frank Porter Graham instructor) |
| | o Early Childhood Environment Rating Scale® (3 or 5 day training by Frank Porter Graham instructor) |
| | o School-Age Care Environment Rating Scale® (3 or 5 day training by Frank Porter Graham instructor) |
| | o Family Day Care Environment Rating Scale® (3 or 5 day training by Frank Porter Graham instructor) |

Please sign application on page 4 and return completed application and documentation to:

Center for Child Care Career Development
Technical Assistance Provider Certification
P.O. Box 5616
Greenville, SC 29606-5616

I agree that my name, address, e-mail, phone number, level of certification and any area(s) of specialization may be provided to professional entities desiring technical assistance

☐ Yes

☐ No

Signature

Date

I agree that my name, e-mail address, level of certification and any area(s) of specialization may be posted on the Center for Child Care Career Development website.

☐ Yes

☐ No

Signature

Date

All of the following criteria must be met prior to certification
(For CCCC Staff Use Only)

Scoring Category	Meets	Does Not Meet
1. <u>Educational Background:</u> Documentation of Degree: Transcript documenting early childhood coursework if degree not Early Childhood/Child Development		
2. <u>Experience:</u> Resume/Vita showing professional experience working with infants, toddlers, preschool children:		
3. <u>Recommendations:</u> Two letters of recommendations confirming technical assistance skills and ability:		

Specialized Content Areas:

